



U.S. Department
of Transportation

**National Highway
Traffic Safety
Administration**

Memorandum

Subject: March 19, 2003 Meeting with General Motors

Date: 3/24/03

From: Kathleen C. DeMeter
Director, Office of Defects Investigation

Reply to
Attn of:

To: NHTSA Docket No. 2001-8677-544

On March 19, 2003, General Motors requested a meeting to discuss several issues relating to the TREAD reporting requirements.

The following General Motors employees were in attendance: Lyndon Lie, Stephen Gehring, Keith Schultz, and Deborah Nowak-Vanderhoef.

The following NHTSA employees were in attendance: Kenneth Weinstein, Kathleen DeMeter, Taylor Vinson.

Attached is the meeting agenda provided by General Motors.

Attachment

GM TREAD Reporting Requirements Meeting

March 19, 2003

Early Warning Reporting

- Overall status of the reporting system development
 - Volume of records
 - Process for updating field reports w/ final assessments
 - Subsequent internal correspondence
 - Privileged report issue
 - Surveys
 - External
 - Internal
 - Usual course of business
-
- Foreign Recall Reporting
 - “Other Safety Communications”